Approved For Release 200 /06/10 : CIA-RDP61-00274A000100090029 7 ice Memorandum • united states government

Chief, Management Staff TO

15 JUN 1955 DATE:

FROM

Acting Director of Logistics

SUBJECT:

Request for Management Assistance

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1. The present production cost accounting and work scheduling systems have been in use at the . of the Printing and Reproduction Division for approximately 18 months. As these systems have not been reviewed since their installation by any organization outside of the Division, a review to determine their effectiveness is desirable.

2. It is, therefore, requested that an Organization and Methods Examiner from your Staff beassigned for the purpose of making a review of the work reporting system, scheduling system, and related procedures for the control of production at the Plant. This review is requested for the purpose of eliminating duplication, if found, and to assure this Office that the Printing and Reproduction Division is controlling production in an effective manner.

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OL/AS/MAB/RKR:mel (13 June 55)

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	ASSISTANCE 5-80
REQUEST OR PROPOSAL FOR MANAGEMENT	The state of the s
FROM O&M SERVICE DOT	11 11
	Specific Problem
rganizational component requesting services Office of Logistics, Printing Services D:	ivision July 1955
LEMENTS OF PROJECT	
(1) Organization (3) Procedures	(5) Work Measurement (7) System & Equipment
(2) Staffing (4) Reporting	(6) Records & Files (8) Staff Study
Review of Procedures, Printing Services	Division
RIEF DESCRIPTION OF PROJECT	
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Review of scheduling and production pro	ocedures at the
Printing Services Division.	
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FOR USE OF REQUESTING OFFICE	FOR USE OF OAM SERVICE
TIMING CONSIDERATION (Starting date desired & condi- N tion of urgency, if any)	AME OF ANALYST DEVELOPING PROJECT 25X1
	STIMATED MAN DAYS REQUIRED
j	Analyst Clerical Total
S	TARTING DATE APPROVED TARGET DATE
	1 August 1955 15 August 1955
NAME, TITLE & SIGNATURE OF REQUESTOR	SSISTANT HANGENENT OFFICER
	TANAGEMET 25X1
Chief, PSD	10
OTHER APPENDED D	ATE OF MANAGEMENT BOARD ACTION

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ONHUELINE

12 August 1955

MEMORANDUM POR:

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SUBJECT

: Survey of the Printing and Emproduction Plant

l. The following is a report on the conditions found at the Printing and Reproduction Plant. The situation has been fully dis-Copies of this memorendum have cussed with Messrs. been given to each.

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a. EMPLOYES CARRLESSEES. A review of several batches of the operators Production Report Form (No. 36-273) disclosed carelessess in completing the form. Obligations are prevalent. This, in turn, creates an indicuracy in the MED tabulation runs. The information on this form as the sole source for the figures used by Mil in readering the three phase machine tabulated reports. Corrective steps toca.

b. SUPERVISORS LAXNESS. The fallers to correct this carelessness indicates a lamess on the part of supervisors. Likewise, some supervisors fail to initial the individual Production Reports introducing an element of doubt as to whether they look at the daily reports thereby not taking advantage of an excellent. tool to size up the capabilities of individual workmen or their production hencety on the job. Corrective steps taken.

c. MEMDLESS FILTED OF BEQUISTION COPY. At present the white copy of the Requisition Form is filed by jeb number to establish a control of all jobs that come into the PR Plant. On completion of the job the form is filed away in "dead" 1 storage for an indefinite period. As the same information (and in many cases more complete information) can be obtained from the pink copy of the requisition which is attached to "job ticket" and filed in a permanent file in job number order. It is recommended that the write copy of the requisition be destroyed immediately on recoval from the control file on completion of the job. This will save many man-hours of handling time and storage space. As the white copy of multiple Requisition Form is the original and centains an authentic signature, it might be well to reverse the parts played by the white and mink cepies. Corrective steps taken.

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d. BETTER PACILITIES FOR HANDLING COMPLETED JOB TICKETS.

It is recommended that a faster means for serting completed

"job tickets" into job order sequence be established and a
finer breakdown of guides be set up in the permanent job ticket
file to facilitate filing. These two actions should rapidly
clear up the present two month back-log and assure keeping the
file up to date in the future. Corrective steps taken.

e. POSSIBLE ELIMINATION OF POSTING TO "LEDGER OF PRODUCTION CHARGES". The posting to the "Ledger of Production Charges" has fallen behind considerably. To date, no use has been made of these figures either by the Comptroller (Sugget Division) or the Operating Units. The record is of little or no value to the Printing and Reproduction Plant. The Budget Division has been asked to re-evaluate the situation from their point of view. If the reply is negative, it is recommended that the posting of the "Ledger of Production Charges" be discontinued. Awaiting decision of the Budget Division.

f. COMBINIEG REQUISITION, JOB THOKET AND DELIVERY TICKETS INTO A SHAP-OUT SET. The initial handling of incoming Requisitions appears to be cumbersome. It present a clerk performs the following operations:

- (1) Separates the three part requisition form (white, blue, and pink copies) and sate/time stamps all copies.
- (2) Creates a "job ticket" writing in the "job number" and filling out the Delivery Ticket portion with the name, office, room, building of the requisitioning office.
- (3) If there is more than one shipping point indicated on the requisition, additional Delivery Tickets are made out for each shipping point indicated.
- (4) The pink copy of the requisition is stapled to the job ticket.
- (5) The blue copy is attached to the job ticket with a clip and as soon as a first delivery date is established by the scheduler, this blue copy is returned to the requisitioning unit.
- (6) The white copy is filed immediately by another clerk into a Requisition Control File.

The bulk of this operation could be eliminated by the use of a "enep-out" requisition form that would be designed to include spaces needed by the requisitioning office and the PER Plant.

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"Ledger of Freduction Ch decision of the Budget D f. COMBINIEG REQUIL INTO A SNAP-OFF SET. The tions appears to be cumbe the following operations: (1) Separates ti blue, and pink copies (2) Creates a "j

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The initial filling out of the fore would simultaneously provide the needed Delivery Tickets, thus saving the time consuming effort of steps by a distance above and step "a" except for detaching the white copy, without added effort on the part of the requisitioning office. The adoption of such a form is recommended. Under consideration.

g. COST RECORD. When all factors are considered, the present method of arriving at job costs is considered adequate. It is appreciated that the "rounded price" used in the established price list has not been brought down to the fine point of exactness that would be needed if the Trinting and Reproduction Plant were in direct competition with other printers, it is sufficiently assurate to arrive at a job cost close enough to serve the purpose for which it is used. However, in the immediate future it is recommended that the entire range of "rounded prices" be amended to reflect the new scale of labor charges and any substantial changes in material or overhead costs. Corrective action will be taken in near future.

h. PRODUCTION CONTROL. The present Production Control record is very limited in value. The only purpose it serves is to answer inquires about the status of specific jobs. The Plant Superintendent cannot quickly evaluate the production picture. It is of little use to the Scheduler when scheduling AN inceming job. A conserted effort should be made to correct this situation. Although it is not the final answer to the problem, it is suggested that the supervisors be required to make a pritten report to the Plant Management at specified intervals, of all jobs falling benind the production schedule and the reason for such lag. The report should be sufficiently complete for those concerned to quickly evaluate the unfavorable condition and take steps to correct it. The problem raised here has been fully discussed with those immediately concerned and there is a concerted effort afoot to find a suitable solution.

this survey can be considered at an end. There is the problem of developing the combined Requisition, Job Ticket and Delivery Ticket form (Snap-Out). Also, there is the matter of rendering aid in the development of a Production Control took for the Plant Superintendent and Scheduler, so that they can do a more effective job. It is believed that the Hanagement Staff should cooperate in the development of these two items.

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, Chief, Printing

Services Division

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Management Staff

Stock and Supply Branch Procedures.

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- 1. After a survey of the present procedures in the Stock and Supply Branch the following conclusions have been reached. , Chief of the Branch, is in disagreement with some phases of the conclusions. However, it is believed that the changes proposed will simplify current routine and place supply and purchase data in such form that research and reference will be faster. The following is a review of the situation.
 - a. Requisition and Receiving Veucher Number Controls
 - (1) Requisition Number. For the purpose of requisition accountability, and to avoid duplication of numbers, it is essential that a control register be maintained. However, entries should be held to two entries only - "date" and "requisition number."

Posting of Voucher numbers and Purchase Order Numbers at this source is a duplication of effort

- (2) Receiving Voucher Number. It is also essential to maintain a Receiving Voucher Number Control Register. The items of entry should be confined to "date", "receiving voucher number", and a tie-in (cross reference) "requisition number." This change has already been made.
- b. Visible Kardex Files
- (1) Purchase and Pertetual Inventory Record. This record is maintained on all stock items. It is broken down into two parts - Purchase and Inventory. The form in each case should be changed in accordance with sample forms attached. You will note that the "purchase" card is more complete. It reflects factors of cross-reference, cost, delivery spread, needed description of item and rate of consumption. On the other hand, the "inventory" card has been confined basically to normal stock movement. This exception is that portion in the visible margin titled Cost Analysis. This block serves to indicate if and when an item moves by use of a check mark () in the quarter of issuance, thus effecting a means of locating items that have moved when called up to render a report.

W. P. L. WINE

(2) The Supply Control. This record is now kept in a make shift form and should be more formulized by placing the record on a card form within the Kardex file. No suggestion is being made as to the ruling of the form used.

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(3) Plant Equipment Lecord. This record is now kept on a 10 % card form for vertical filing. The data recorded is not adequate and is of little value for future reference. The card should reflect greater nomenclature detail, costs, purchase reference data, and in the case of equipment that service is likely, provision should be made to reflect cost of parts and service rendered on the item. By housing the record in Kardex cabinets, reference would be faster.

c. Files.

- (1) Case Folders. It present a folder is made out at the time a new requisition for purchase is drawn. The folder is then placed in a correspondence file in requisition number sequence. As each paper relating to that particular transaction comes to light, it is placed in the folder concerned. This includes copies of the requisition, purchase orders or any other paper pertaining to the case. There appears to be no better means of handling this situation, therefore, no change is recommended. As the file is numerically controlled by requisition number, adequate cross-reference by purchase order and voucher number is essential.

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- (2) Requisitions for Issuance Stock Items. Copies of requisitions issuance for stock items should continue to be handled as at present, that is, filed in numerical order by the Building Supply Officer originating the requisition.
- (3) Intermediate Control of Undelivered Items. At present the only control over undelivered items is through the Requisition Number Control Register or the Property and Supply Register. Control through these records is a duplication of effort and time-consuming posting operation. As has been noted in sub-paragraph la(1) it was proposed that the posting to the Requisition Control Register be confined to "date" of organization and "number", thus eliminating this source for a control over undelivered items. As for the second medium of control, it will also be noted that in sub-paragraph ld a recommendation is made that STOCK items be eliminated from the Property Supply Register. For control of

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undelivered items, it is proposed that three Clip Boards or arch Boards be maintained - one for unfilled requisitions, one for voucher number copies, and one for purchase orders. The comiss on each board will be maintained in numerical order. As merchandise is received, and order completed, the corresponding three copies (Requisition, Voucher, and Purchase) will be removed from the boards and filed in the "case folders", thus bringing together a complete file relating to a particular purchase. All papers remaining on the boards reflect unfilled orders. By this method of operation a weakness of the present system is overcome. A ready reference is available to locate any one or all unfilled items by Requisition number, Voucher Number or Purchase Order Number. Only by unnecessary posting for cross-reference purposes and search can these numbers be located at present.

d. Property and Supply Register. The Property and Supply Register is carried as a means of cross-reference for Voucher Numbers and Furchase Order Numbers and ready dollar totals for certain totals needed make out reports and meet budget demands. The entries to this record should be confined to the following items - non-stock, Franconia items, new equipment, parts and repair, property turn-ins and fiscal contracts. when needed, totals for "stock items" can be readily taken from the stock record control cards. (See suggested Purchase Record card.) A high persentage of cross-reference for which the book is now used will be eliminated by the Clip Boards suggested in sub-paragraph lc(3). Considerable typing time will also be saved by the elimination of "stock items" from the register. Stock item entries, when needed for dollar data, date received, purchase order numbers, woucher numbers, and recuisition numbers, will be quicker for future reference if all purchase and movement of the item are confined to one area.

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MEMORANDUM FOR THE RECORD

SUBJECT: Printing Services Division

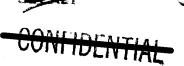
- 1. The following operational improvements were achieved as the result of a combined effort by members of the Printing Services Division Staff, suggestions and cooperation given by the personnel at the Printing Plant, and a representative of the Management Staff.
 - a. Office copy of the requisition file is now destroyed on completion of the job instead of filing away in a dead file. This had saved many man hours of handling of time and storage.
 - b. A faster method of handling completed job and delivery tickets for final filing was established by:
 - (1) Installing a rapid means for the initial sort of job and delivery tickets.
 - (2) Developing a holding file for uncompleted work in process of final filing. The papers are held behind guides that establish instantly the degree of completion.
 - (3) To speed final filing, the number of file drawers were increased to break a state of congestion. In addition, <u>fine</u> alphabetical guide breakdown of the file was made to increase the speed of filing.

Equally important is the extreme drop in "reference time." Needed records are now located readily.

- c. In order to bring out into the open the status of printing jobs processing through the plant, a Control Panel was set up. This board has proved beneficial in scheduling and control for plant management. It replaced a visible rotary panel file that was useless for this purpose and extremely burdensome to maintain. The difference in daily operating time is the saving of at least one (1) clerk hour a day, plus greater accuracy and the establishment of a production control that previously did not exist.
- d. A new Requisition Form is in process of being printed. This will replace the present four part form. The new form will combine the JOB TICKET, DELIVERY TICKET, and REQUISITION COPIES. The benefits to be derived from this change are as follows:

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- (1) The initial typing of all parts will be done by the requisitioning organization. This will save the Printing Plant the time now spent preparing the Job Ticket and Delivery Tickets for each job.
- (2) It will eliminate the clerical time of stapling a copy of the Requisition on the Job Ticket.
- (3) It will automatically furnish an accurate Delivery Ticket to be placed on packages being shipped. A carbon copy of the delivery ticket data will automatically be imprinted on the Job Ticket.
- (4) It will eliminate the hours of clerk time now spent sorting Delivery Tickets, matching them up with the appropriate Job Ticket and then stapling the delivery ticket, or tickets, on the Job Ticket.
- (5) Actual "file space" will be cut in half as the new Job Ticket will contain an impression of each operating instrument previously stapled to the Job Ticket; that is, a copy of the Requisition Form and one or more Delivery Tickets. There will be no papers or staples added to the Job Ticket to <u>bulk</u> the files. The possibility of needed reference data being torn off is also eliminated.
- e. Although it was found to be impractical to set-up a "control panel" for the Photographic Branch because of rapid turn-over in jobs, a control has been established by the use of the "scheduling sheets." Scheduling sheets are maintained by the days of the month a job is scheduled for completion in a given operation. At the end of every day each Supervisor forwards to the Chief of the Branch a list of finished work that passed through his particular operation. A clerk then crosses out the listed jobs from the appropriate schedule sheet for a given day. This method of operation is simple but effective for control and aids scheduling because the workload in the Plant for any given day is easily ascertained.
- f. After the Control Panel was found effective for general control of printing jobs, each Supervisor within the Printing Plant set up on his own initiative a Control Board (Peg) for his section. These boards have proven most effective to focusing attention on the status of jobs within the Section. Besides showing instantly work scheduled for a given day, work behind schedule in that section stands out. This has been accomplished without any build-up of man hours. The same cards (3"x5") were previously filed in a vertical file by date scheduled for completion. The Photographic Branch are in the process of setting up similar boards.
- g. As the information was not being used, the posting of the Organizational Job Cost Record has been discontinued. This has resulted in a saving of clerical time.

- h. The monthly "Summary Report" and the weight "Organizational Cost Report" produced by the Machine Records Division has been eliminated. In addition, other data accumulated, but not used, was eliminated from the tabulating reports received thus cutting down on "key punching time." These changes have resulted in shortening the time needed for the Machine Records Division to render a report from about ten working days to three. By so doing, the necessity for finding a new method of securing time and reproduction figures needed for reports has been eliminated.
- i. A new report form has been adopted. It is more complete and gives the Printing Division management a much needed tool to analyze operating conditions. This new report will be rendered weekly in place of the previous monthly report which was limited in scope and served very little purpose.
- j. A study was made of the Supply and Stock Branch. Although only two recommended changes have been actually put into practice, other changes in operation were recommended and are under consideration. The changes put into effect were:
 - (1) Elimination of two postings from the Receiving Voucher Number Control Register.
 - (2) Shortening the period for drawing out supplies from stock from all day to a period from 0830 to 1300. This was necessary to allow "uninterrupted" time for clerks to do other work.
- k. The uncompleted portion of the recommended changes for the Stock and Supply Branch are:
 - (1) New forms were suggested (samples drawn and submitted) for the "Purchase" record "Inventory" record, Plant Equipment record, and the Property and Supply Register.
 - (2) Simplification of the present Requisition Number Control Register. Postings would be confined to "date" and "requisition number" only.
 - (3) The posting to the Property and Supply Register would be confined to non-stock items. By confining the entries to the Register to non-stock items, at least 50% of posting to the book. Also, it should be noted that non-essential items have been eliminated from the form thus cutting operating time proportionately.
 - (4) It was recommended that copies of the Requisition, Voucher Number copy, (Warehouse) and Purchase Order be withheld from the Case Folder and filed numerically on clip boards until completed. This method of handling would give a quick point of reference no

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matter which one of the three numbers was available for reference. The time lost to hunt and find would be eliminated.

1. The above changes were recommended with one thought in mind; that is, to operate effectively with the present personnel. However, it is believed that the present difficulty will not be alleviated without added help to make the initial change over. Typing new forms is one point in question.

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m. It was recommended that both the and Property Record be put on Kardex.

n. The new form for the Property Record was constructed to show not only description and original purchase data, but to reflect (as in the case of machines) funds spent on services and parts on each piece of equipment.



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O&M Examiner

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UMBER OF	TOP SIDE E ASSEN SHEETS IN SETS IN SET	MASTERS STITCH SADDLE MBLE N SHEETS IN	UPPER LEFT CORNER P NO. HOLES U N C KIND	TRIM SIZE		REN	MARKS			
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COLLATE AND ACH.	TOP SIDE E ASSEN SHEETS IN SETS SET PAD	MASTERS STITCH SADDLE MBLE N SHEETS IN PAD	UPPER LEFT CORNER P NO. HOLES UNC KIND	TRIM SIZE DIAMETER POSITION		cus	JI DISPOS MATERIAL STOMER'S CO	DI	N INSTR	UCTIONS
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COLLATE AND ACH. BINDING	TOP SIDE ASSEN SHEETS IN SETS IN SET PAD INSERTS Indicate type of cover, colo	MASTERS STITCH SADDLE MBLE N SHEETS IN PAD r of tape, etc.)	UPPER LEFT CORNER P NO. HOLES U N C H OTHER	TRIM SIZE DIAMETER POSITION	C TO C	CUS PLA NEC	DISPOS MATERIAL STOMER'S CO NT COPY SATIVES	DE	N INSTR	UCTIONS
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Approved For Release 2001/08/10 : CIA-RDP61-00274A000100090029-7

PRICE LIST

Effective Date 13 April 1956

PRINTING SERVICES DIVISION
Office of Logistics

PRINTING SERVICES DIVISION

PRICE LIST

(To be used for budgetary purposes and for estimating the cost of proposed work)

COMPOSING

Typing Ditto Masters	1.72 1.72 2.00 8.20 5.05 3.75
Linotype Composition per page	8.25
PRINTING	
Ditto Minimum charge up to 100 impressions Mimeograph Minimum charge up to 100 impressions Each additional 100 impressions from same stencil Mimeograph (FBIS Dailies) per 1000 impressions Direct Image Multilith . Minimum charge up to 100 impressions	0.56 0.35 0.21 1.55
Multilith (up to 10" x 14" sheet)	0.52
Minimum charge up to 100 impressions Each additional 100 impressions from same plate	4.15 0.40
Minimum charge up to 100 impressions Each additional 100 impressions from same plate	$5.25 \\ 0.49$
Minimum charge up to 100 impressions Each additional 100 impressions from same plate	7.70 1.16
Minimum charge up to 100 impressions Each additional 100 impressions from same plate Letterpress (up to 14" x 20" sheet)	1.65
Minimum charge up to 100 impressions Each additional 100 impressions from same form FI reports (multilith and ditto) per page	2.65 0.54 0.56
The above prices include paper, negatives, plates, etc. The price is based impressions and includes runs of one or more up, i. e., a book printed four paga sheet and folded will be charged at the above rates for 100 impressions of the containing four pages.	ies on

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PHOTOGRAPHIC

Photostats, two sides	Ph	notostats, one side per print	0.12
Ozalid Prints prints (including microfilm prints) Automatic Printing in large quantities per print 0.10 Photographic prints, Hand work, single printing per print 0.20 Film printing per print 1.65 Ozaphane per 100 foot roll 3.45 Microfilm copying per 100 foot roll 29.10 Microfilm and Motion Picture Processing per 100 feet of film 4.85 Color photography per hour 11.50 Motion Picture Printing per 100 feet of film 4.85 Color photography per 100 feet of film 4.85 Motion Picture and Sound Recording Assignments per hour 11.60 Special Photographic Assignments per hour 5.15 BINDERY Assembling — Minimum charge up to 500 sheets 0.10 Folding — Minimum charge up to 500 sheets 0.10 Side and Saddle stitching per 100 sets or books 0.70 Assembling sections and stapling FBIS Dailies per 100 sets 1.55 Gathering signatures per 1000 signatures 1.45 Padding per pad 0.09 Punching per 1000 sheets 6.20 Bookbinding* per 1000 sheets 6.20 Bookbindings per book 6.40 Pressboard binding per book 6.40 Pre	Ph	notostats, two sides per print	0.20
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Assembling — Minimum charge up to 500 sheets			
Assembling — Minimum charge up to 500 sheets	Sp	pecial Photographic Assignments per hour	5.15
Assembling — Minimum charge up to 500 sheets			
Each additional 100 sheets		BINDERY	
Each additional 100 sheets	As	sembling — Minimum charge up to 500 sheets	0.50
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Each additional 100 sheets	Fo		2.95
Assembling sections and stapling FBIS Dailies		Each additional 100 sheets	0.13
Assembling sections and stapling FBIS Dailies	Sic	de and Saddle stitching per 100 sets or books	0.70
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Batch System per batch 1.50 Making Embossograph Signs per hour 6.70			
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	TO a	ner hatch	1.50
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Approved For Release 2001/08/10 : CIA-RDP61-00274A000100090029-7

AND A

EQUIPMENT TO BE TRANSFERRED TO THE CENTRAL INTELLIGENCE ACENCY WITHOUT REIMBURSEMENT THEREFOR

(Originally obtained by the Government Printing Office from the predecessor operators of the plant)

Description	GPO Prop. No.
Camera and Copy Board	90
Refrigerator	91
Multilith Comerc	93
Paper Drilling Machine	98
Sawing Machine, Smyth	
Punching Machine	100
Roller Backing Machine	102
Stamping Machine	103
Hand Backing Machine	104
Book Press	105
Gluing Machine	106
Ednotype Composing Machine	107
Linotype Composing Machine	108
Sav Trimmer	109
Offset Press	111
Outter, Precision, 61"	113
Plate Coating Machine	117
Plate Coating Machine	118
Refrigerator	119
Vacuum Frame	120
Spray Gun	122
Press, Hiehle	124
Davidson Duplicator	129
Line up Table	• 136
Typewriter, L. C. Smith	2058
Time Stamp, Stromberg	2073
Typewriter, Electromatic	2737
Adding List, Remington Rand	2739
Typewriter, Royal	2740
Typewriter, Underwood	2745
Typewriter, Japanese	2751
Typewriter, Electromatic	2757
Typewriter, L. C. Smith, 11"	2759
Typewriter, Underwood	2761
Typewriter, Japanese	2763
	2767

ANNEX A (Continued)

Description	GPO Prop. No.
Enlarger	2776
Press, Book, 10 x 16	2777
Press, Book	2779
Trimmer, 24"	2780
Kodak, Dry Hounting Press	2782
Densitometer	2783
Camera, Graphic, 4 x 5	2784
Camera, Color	2785
Camera	27 87
Printer	2788
Trimer	2789
Vacuum Printer	2794
Enlarger, Photo, 8 x 10	2796
	2798
Printer, Studio	2799
Trimmer, 18"	2800
Enlarger, Precision	2601
Microfilm Reader	2803
Camera, Combat	2804
Portable Press, Offset	2805
Timer, Model 1528	2807
Tiper	2610
Time-A-Lite	2611
Timer, Rheostat	2823
Plastic Binder Inserter	2824
Slug Cutter	2825
Camera	2626
Camera	2854
Trimmer, 24 x 20	2855
Trimmer, 12 x 12	2856
Micrometer	2857
Enlarger, Kodek 35mm w/case	2860
Arc Lamp, Addressograph	2861
Electric Drill	2864
Microscope	2867
Triumer, 24"	A3865
Cabinet, File, Metal, 4 Drawer	A3866
Cabinet, File, Metal	A3868
Gebinet, File, Kardex, 20 Drawer	13869
Gebinet, File, Wood, 4 Drawer	A3870
Gebinet, File, Hetal, 4 Drawer	A3871
Cabinet, File, Metal	13872
Safe, Mosler	

ANNEX A (Continued)

Description	GPO Prop. No
Cabinet, Glass Door	13874
Cabinet, Glass Door	A3675
Cabinet, File, Wood, 4 Drawer	A3877
Cabinet, Wood, 4 Drawer	A3879
Cabinet, Metal, 4 Drawer	A3880
Cabinet, Metal, 36 x 47 x 15H	A3681
Cebinet, Metal, 36 x 47 x 15H	A3882
Cabinet, Wood, 46 x 31 x 39	A3883
Cabinet, File, 2 Drawer	A3885
Cabinet, Type, 24 Drawer	A3887
Locker, 2 Unit	A3688
Ombinet, 4 Door, 18 x 25 x 52	A3689
Sufe, Remington Rand	A3896
Cabinet, File, Wood, 4 Drawer	A3900
Cabinet, File, Metal, 4 Drawer	A3901
Cabinet, File, 4 Drawer	A3902
Cabinet, File, Metal, 2 Door	A3904
Cabinet, File, 4 Drawer	A3907
Cabinet, Steel, 2 Door, 18 x 36 x 72	A3908
Cabinet, Wood, 2 Drawer	A39 11
Safe, Moslar	A3918
Type Cahinst, Metal	A39 19
Type Cabinet, Metal	A3920
Type Cabinet, Metal	A3921
Cabinet, 12 Drawer	13922
Cabinet, Metal, 24 x 18 x 72	A3923
Cabinet, Wood, 3 Door	13924
Cabinet, Wood	A3925
Type Cabinet, Metal	13926
Cabinet, Type, Wood	A3929
Cabinet, Type, 20 x 27 x 43	A3930
Cabinet, File, Metal, 4 Drawer	A3931
Locker, Wood, 2 Door	13932
Gabinet, File	A3933
Cabinet, File, Metal, 4 Drawer	A39 3 7
Cabinet, File, Metal, 4 Drawer	A3938
Cabinet, File, Metal, 4 Drawer	13939
Cabinet, File, Metal, 4 Drawer	A3940
Cabinet, File	13945
Cabinet, Wood, 24 x 37 x 36H	13944
Cabinet, Metal	A3945
Sefe. Schwab	A3946
and the second s	

(Continued)

Description		GPO Prop. No.
Cabinet, Wood, 2 Drawer	4	A3953
Cabinet, Wood	17	14074
Chair, Arm, w/casters		B9391
Chair, Arm		B 9393
Chair, Wood		B9397
Chair, Typist		B9398
Chair, Arm	#	B9399
Chair, Ara		B9401
Chair, Arm		B9402
Chair, Arm		394 03
Chair, Wood	1 夏	B9404
Stool		19405
Chair, Wood		B9409
Chair, Wood		B9411
Chair, Wood		B9412
Stool, Wood		B9414
Stool	Ŧ	B941 5
Chair, Metal		B9416
Stool		B9418
Stool, Wood		B9419
Stool, 24*		B9420
Stool	<u>.</u>	B9422
Chair, Typist, Wood		B9423
Stool		B9424
Chair, Wood, Warms		B9425
Chair, Wood, w/arms	<u> </u>	B9426
Chair, Wood, Arm		B9427
Chair, Wood	1	B9428
Stool		B9429
Chair, Swivel, Wood	<u> </u>	B943 0
Chair, Wood	entre de la constante de la co	B9434
Stool, Wood		B9436
Chair		B9436
Chair, Wood, Arm		B944 0
Chair, Metal		B9441
Stool	1	B9442
Stool		B9444
Chair, Wood		B9450
Ohmir, Wood, on casters		B9451
Chair, Wood, on casters		B9452
Stool	<u> </u>	P9454
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ANNEX A (Continued)

Description		GPC Prop. No.
Desc: Ipcion	1	
Chair, Wood, on casters	**************************************	B94 6 0
Chair, Wood	1	B9463
Stool		B9465
Stool, Wood	-	B9469
\$tool, 24"		B 94 70
Stool .		B9484
Chair	70 P	B9485
Chair, Wood		89 486
Desk, Wood	÷ : : : : : : : : : : : : : : : : : : :	E1936
Deak, Wood	in the second se	E1938
Desk, Typist		E1939
Desk		E1940
Desk, Wood	1	E1945
Denk, Wood		E1947 E1950
Desk, Wood		E1 951
Desk, Wood	1	J0456
Typewriter, Electromatic		K3232
Rack, Wood, 22 x 14 x 31		K3235
Rack		K3239
Rack, Film, 29 x 36 x 37		K)241
Rack, Metal, Linotype	7	K3242
Rack, Form, Printer		K3243
Rack, Form, Printer		K3244
Rack, Form, Printer		13245
Rack, Form, Printer		13247
Chase Rack, Metal		K3248
Chase Rack, Metal	STATE OF THE STATE	K3249
Rack, Wood		K3251
Rack, Galley		K3252
Rack, Galley Rack, Galley	1	K3253
Rack, Galley, 100 Openings	en en en en en en en en en en en en en e	K3254
Rack, Galley		K3255
Imposing Table		K3256
Imposing Table		K3257
Imposing Table	1.	K325 8
Imposing Table	<u> </u>	K3259
Rack, Plate	11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	K3263
Rack, Furniture	The state of the s	K3264
Rack, Galley, 100 Openings		K3449
Rack. Galley	<u> </u>	K3450
Rack, Galley, 100 Openings		K3460
Table on cesters		N4673

(Continued)

<u>Description</u>		GPO Prop. No.
mana and an artist of the second		14677
Table, Wood	i i	N4.678
Table, Wood		NA679
Table, Wood		086,M
Table, Telephone		N4681
Table, Wood, 36 x 72		NJ 682
Table, Wood		N. 685
Truck, Table		N4.686
Table, Wood, 36 x 72 x 35H		N4691
Table, Wood, 24 x 84 x 35		N4692
Table, Wood, 36 x 24 x 31		N. 693
Table, Metal, $33 \times 60 \times 31$		N. 695
Table, Wood, $24 \times 84 \times 36$		N4696
Table, Wood, 36 x 60		N.4697
Table, Wood, 36 x 60	Mary H	N4698
Table, Wood, 32 x 96 x 35	4	N4699
Table, Wood, 36 x 72 x 31H	÷	N.4.700
Table, Wood, 24 x 36		N4704
Stone Top Table		N4705
Table, Metal, 36 x 80 x 36		N4709
Table, Wood, 24 x 72 x 36		84711
Table, Drafting, 36 x 60 x 36H		
Table, Wood, 18 x 24		N4714
Table, Wood	:	N4715
Table, Wood		N4717
Table, Wood, 76 x 24 x 36	-	N4722
Table, Linotype		N4723
Table, Wood		N4724
Table, Linotype		N4726
Table, Wood		N4727
Table, Wood, 24 x 36		N4728
Table, Wood	**************************************	N4729
	reger .	14732
Table, 24 x 45 x 31		N4733
Table, Wood, 60 x 34 x 30		N4734
Table, Light Viewing, 38 x 72 x 36	<u>.</u>	N4736
Table, Wood, 34 x 41 x 24		N4737
Table, Opequing, 31 x 21 x 32		N4739
Layout Table, Metal		N4741
Table, Light, 36 x 46 x 37		N4.764
Truck, Wood, Trash		S1961
Truck, Metal Frame		\$1,962
ng.		



(Continued)

Description	:		GPO Prop. No.
Truck, Wood	*		31967
Truck, Metal, 48 x 24 x 10			S 1968
Truck, Cage, 27 x 40 x 57			\$1970
Truck, Cage, 27 x 40 x 57			51972
Truck, Cage, 27 x 40 x 57	± .		S 1973
Truck, Cage, 21 x 26 x 57	1. 1. 1.		81974
Truck, Cage, 27 x 40 x 57			S1975
Truck, Cage, 21 x 26 x 57			5 1976
Truck, Cage, 27 x 40 x 57			51977
Lift, Truck	:		81979
Lift, Truck	7		5 1980
Table, Typewriter			20766
Clothes Tree			20767
Clothes Tree			z 0768
Stand, Typewriter			20770
Paper Dispenser			20771
Clothes Tree			20775
Clothes Tree			20776
Clothes Tree			20779
. Clothes Tree			20788
Costumer			20789
Book Press 35"	+	1.	20790
Press, Book			20791
Sink			20792
* Sink			20793
Rack, Plate			20798
Lens, Goers, 30"			22093
Lens, Goers, 40*			82094
Lens, Leitz, 9 CH			Z2095
Leng, Myer, 5 x 7"			22096
Lens, Goers, 6"	-		22097
Lene, Snyder			Z2098
Land, Meyer, 9 x 7"			22 099
Lens, Bausch and Lomb	-		Z2100
Lens, Ziess, 135 CM			Z2 101
Lens, Wollensack, 75 M	72		22102
Lens, Leitz			Z21 03
Meter, Exposure, GE			22104
Lens, Meyer, 12"			22105
Lens, Bausch and Lomb, 139 MM			Z21 07
Lens, Hig Mayers 128			22 108

ANNEX A (Continued)

		GPO Prop. My
Description		
		22350
Lens, Dlex Paragon, 14"		Z 2351
Screen, Halftone		22352
Screen, Halftone		2 2353
Lens, Goers, 12"		23103
Hagazine, Linotype		23104
Magazine, Linotype		23105
Magazine, Linotype		23106
Magazine, Linotype		Z 3107
Magazine, Linotype		23203
Magazine, Limotype		2 3204
Magazine, Linotype	: .	23205
Magazine, Linotype		z3207
Magazine, Linotype		z3208
Magazina Linotype		Z3423
Lens, Goerz, SN762724		23424
Lens, Goers, SN307710	4	23425
Lens, Bausch and Lomb		23429
Lens, Wallensack	-	Z 3535
Drill, Sharpener		
DLITT, DUTT bear		

Items of equipment not reported to Government Printing Office at time of transfer of Department of State Service Office and reported to July 1, 1953 inventory. To be included with items on tabulation Annex "A",

	Prep. Item Description		
1 8 9	LENS EASTMAN		an
2768	CUTTER SLUG		
2778	SAW BACKING 14 IN		
2852	MITER CUTTER		n sasa - militar
2865	GLUE POT		
317?	HOT AIR DRYER		
3197	DRYER		MIN 5 - 4 1
3207	TIMER INDUSTRIAL		
3629	CLOCK WALL GENERAL ELE CTRIC		
3 9 4 1	CLOCK WALL		and or other
3942	CLOCK WALL		
3943	CLOCK WALL GENERAL ELECTRIC		gar
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4247	HEATER ELECT		
A3250	RACK PAPER	The control of the co	
A3884	CABINET 16X20X8 H 2DRAWER		Bec. 1 at 0
A3892	CABINET 2 DOOR		
A3894	CABINET FILE METAL 4 DRAWER	Alternative organics is an experience in transport in the second of contract of the second of the se	mar
A 3895	SAFE MOSLER		Bart - French
A3914	CABINET FILE 4 DRAWER 3X5		
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A4330	CABINET METAL 43X52X24 H
A4331	CABINET FILM
A4332	CABINET METAL 42X50X34
44333	CABINET MAP 5 DRAWER 41X54X16
A 4 3 3 4	CABINET MAP 5 DRAWER 41X54X16
44335	CABINET MAP 5 DRAWER 41X54X16
A4336	CABINET MAP 5 DRAWER 41X54X16
A # 3 5 T	TOOL CHEST
<u> </u>	RACK GALLEY 100 OPENIN
A4607	RACK GALLEY 100 OPENIN GS
A4666	CABINET SLUG AND RULE
A4667	CABINET GLASS DOOR
A4658	CABINET GLASS DOOR
A4669	CABINET GLASS DOOR
A5689	RACK TYPE 22X34X26
A5690	CABINET TYPE METAL
A569I	CABINET WOOD 2 DOOR
A5692	CABINET WOOD 3 DOOR
A5693	CABINET WOOD
A5818	CABINET PROOF PRESS NOLAN
A6834	RACK WOOD TOO GALLEYS ATTER 25
*****	CABINET GALLEY STEEL 4 TIER 25
A6958	CABINET MONO KEYBANK 16X2IX15
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H3592 FAN FLOOR	
H3924 FAN EXHAUST	
H3925 FAN EXHAUST	
H4024 FAN FLOOR	
HA025 FAN FLOOR	
H4026 FAN FLOOR	
HAO27 FAN FLOOR	
H4028 PAN WALL	
H4029 FAN VALUE	7 B 2 T
H4230 FAN WALL	
H4231 FAN WALL	
K8246 RACK FORM PRINTER	
K3317 RACK ROLLER	
K3418 RACK WOOD	
K3A19 RACK WOOD	
K 3420 RACK WOOD 24X72X36	2 2.33
K3501 RACK WOOD	
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K 3583 RACK WOOD 30X54X72	
K3768 RACK CUTTER KNIVES 21 X36X64	
K5180 RACK ROLLER	
K5288 KACK ROLLER WOOD	

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P 163 CLOCK WALL GENERAL ELECTRIC	
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S2111 TRUCK CAGE 27X40X57	
52112 TRUCK CAGE 27X40X57 H	
S2116 TRUCK TRASH	
52117 TRUCK TRASH	
S2117 TRUCK TRASH	
52211 TRUCK PLATE RACK 48X30X45	
52228 TRUCK COMPOSING	
S2888 TRUCK TRASH	
S3398 TRUCK RACK 48X30X45	
53399 TRUCK CLASSIFIED	
S3400 TRUCK CAGE 27840×57	
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S3402 TRUCK MATERIAL	
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53407	TRUCK METAL		
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Z 769	COSTUMER		
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Z 991	DRYER OSTER MODEL 202		
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ROUIPMENT PURCHASED BY THE CENTRAL INTELLIGENCE AGENCY SUBSEQUENT TO ASSUMPTION OF ADMINISTRATIVE CONTROL OF THE PLANT BY THE COVERNMENT PRINTING OFFICE

10 Diget Bates Numbering Machine
40 x 60 Frinter, Vacuus Contact
39 x 51 Fhoto-Layout Table
Tying Machine, Electric, Bund
1 decide Formach Stitcher
40 x 52 Frees, Rutherford, Preving
Stand, Wood, Dictionary

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EQUIPMENT TO BE TRANSPERRED TO THE CENTRAL INTELLIGENCE AGENCY UPON PAYMENT TO THE GOVERNMENT PRINTING OFFICE OF THE COST THEREOF LESS DEPRECIATION TO JANUARY 1, 1957

	GPO Trop. No.		
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Casora, ATR	0009		000.00 710.75
Linetype Composing Machine	0031 0032	1	562.51
Linotype Computing Machine	6 32		163.35
Vacuum Frame Oralaing Machine	1 1 1 1 1 1 1 1 1 1		183-33
Halting Pot	24		197.55 953.51
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Miller Letterpress Press, Offset, Willard	Q .40		556.5
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Wire Stitcher, Boston	0.58 0.96		37 76
Roller Cleaner, Joseph Roller Cleaner, Joseph Roller Control of the Control of th	6.97		807.DO
Lifter, Levis Shepard	6 12		480.57
Standing Proper	267		863.32 000.00
Lamp, Arc, Controls	6 599	1	,007:55
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Trim G Dew Glider	99 29 9 956	1	715 39
Pross, Offset, Miller Chandler Price Press	16		,928.03
Keyboard, Mozotype	1065		,427.95
Capter, Monotype	1068		,978.67 ,442.78
Frede, Two Color Offeet	1091 1195		073.00
Shripping Utility Inspection Light	1841		์ ผา.กะ
	1196		176.49
Electronic Luxometer	127		212:92 546.31
Totaline Light Meter	1.278 1.933		000.00
Monotype Caster Landton Monotype Keyboard			000.00

ANNEX C (Continued)

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Warticle Plate Coaling Port	925	000.00
Proof Press, Vendercok		000.00
Proof Press	658	82.08
Wheel, Numbering	10742	000.00
Dark Room Lamp	1 063	422.51
Arc Lamp, Macbeth	269	669.60
Lemp, Arc, Grafarc	3 .039	000.00
Battery Charger	1 1000	582.04
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Toble and Plate Dispersion	P-651	2,817.36
Sink, Stainless Stagi	10095	320.98
Mold, Water Cooled	0903	67 1.94
Screen Holder	Et ves. 4- 4-	1,594.92
Stak Stainless Steel	2 09 5 5	128 10
Noland No. 2 Proof Press	2 1169	94.50
Kraft Tape Discesser		303.60
Integrator, Model 26		000.00
Magazine, Limotype	12493	19.09
Magazine, Linotype	7.31.8	13.09
Magazine, Linotype	1 226	15.13
Magazine, Linotype	13297	15.13
Magazine, Linetype	321 0	15.13
Magazine, Minotype		17.18
Magazine, Linctyre	7322	17.18
Magazine, Linctype	1223	17.18
Magazine, Linctype		17.18
Magazine, Linctype		000.00
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Lens, H. D. Taylor	342	189.75
Magazine, Main	2,576.2	
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Fan, Ebriau 3			231.84
Window A.T Concertioner	4		211.34
Window Air Conditioned Window Air Conditioned			231.84
Mingon Fit forter and			203,60
			203.60
			169.49
TILL A CONTRACT OF THE PARTY OF			169.49
		1	139.54 170.53
			94.62
			136.89
Window Air Conditioner		1-59	136 89
Ar Conditioner			77.27
Air Conditions		171	114.54
Pan, Wisdow Air Conditioning Only			120.96
Partition, Portable		J-+50	
Office Machines			
)6C	87.66 25.36
Marchant Calquiator		CO9	87.86 25.36 000.00
The state of the s		b yu'i	305.76
	1	7.46	305.76 145.14 145.14 145.14
		773	145.14 145.14 145.14
Clock, IBM	- 1		145.14
Clock, IBM		735	
Glock, IBM			
Stamp, Date, IBM			
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	· · · · · · · · · · · · · · · · · · ·	3	t e

ANNEX C (Continued)

Agreed Reimburse-

Harry Comments

	Ç	IFC Projection	gent Price
Description Cabinet Galley Cabinet Steel Light Tight Box Monotype Cabinet Cabinets Cabinets Cabinets			
	£ C	A32	\$ 76.18
Cabinet Galley		<i>V</i> .37.	108.68
Cabinet, Steel	ŧ.	1.31	60.53
Light Tight Box	7	M38 ·	137.84
Monotype Cabinet	7	Aud	103.41
Cabinets	1	ALALE TO	103.42
Cabinets		A447	103.42
Cabinets		M.A.	137.23
	-	NACE:	73.41
Galley, Cabinet	3	Ωđ,	56.80
Galley Cabinet Rack, Galley Rack, Galley Rack, Galley Cabinet, Light Viewing Rack, Galley Double Tier Cabinet Rack, Galley Rack, Galley Rack, Galley Rack, Galley Rack, Galley Rack, Galley Film Drying Cabinet Table Cabinet, Storage Desk, Proof Reader Proofreader Desk Desk, Proof Reader Desk, Proof Reader Desk, Proof Reader Desk, Proof Reader	.1. 20	ALGO .	56.80
Rack, Galley		ALGO I	56.80
Rack, Galley		A261	284.32
Cabinet, Light Viewing		N.69	58 .72
Rack, Gailey	Ē :	N.6.7	319.76
Double Tier Cabinet		4.6 .8	58.72
Rack, Galley	1	£6.5	58.72
Rack, Galley		A.6-9	56.80
Rack, Galley		11.7 1.7	2,087.04
Film Drying Cabinet	-	A68-04.	203.70
Table	**************************************	A70 2	347.35
Cabinet, Storage	4 19	221.4	115.95
Desk, Proof Reader	2		139.43
Proofreader Desk			216,60
Desk, Proof Reader	100 mm		216.60
Desk, Proof Reader		E.2 23	117.25
Desk, 23" x 50" x 30"	* .	52 29	206.06
Deek. 50" X 50" / /	Å =	K Z D 92	00.00
Cabinet, Gailey	Ī.	K2 88	∞0.00
Cabinet, Galley		K3 .67	78,00
Galley, Transfer Truck		k3 .62	78.00
Galley, Transfer Truck		13.6 9	34.19
Dark Calley	i de la companya de l	K3.70	4 18
Rack, Galley, 100 Opening	2 · · · · · · · · · · · · · · · · · · ·	13.71	43.16
Rack, Galley, 100 Upen the	-	10 72	13.12
Rack, Galley	4		

ANNEX C (Continued)

		JAC PACO, Vo	Agreed Reimbursement Price	-
<u>Descriptio</u>				
			\$ 4.50	
Rack, Magazine		кз 6 э	7.07	
Rack, Galley, 100 Open 18		6	68.17	
Rack, Wood, Rack, Wood, 12 x 46 x 27		0 10	66.55	
Rack, wood, is a wind in		K3 7 ./	107.72	,
Plate, Capinet		637 61	21.7.51	
Negative Rack, 40 x 60 Negative Rack, 40 x 60		67 2	217.52	
Galley, Cabinet		K37-77	71.59	
Rack, Galley		₹.37 38	48.23	
Rack, Galley, 100 Opening		L3 39	46.05	
Rack Galley, 100 Op-11-0E		(1) 36	59.19	
Calicet Type		K ₹ 23	131.47	
Rack, Galley, LOX Opering		KAE OL	50.91	
Rack, Galley, 100 Opening		K ≴ 77	73.41 73.41	
Back, Galley, DC Opering		K\$ 73	73.41 28.50	
Rack, Roller, Wood		K4 (0)	31.84	
Rack, Galley		K6 ⊥05	326.60	
Storage Rack		x() 69	150.13	
Cabinet, Stores		x\$ 70	185.99	
Negative Storage Rack		116 72	94.44	
Rack, 22 x 72 x 82		K i 89	94.44	
Rack, 22 x 72 x 82		4 20	94.44	
Eack, 22 x 72 x 82		191	9.74	
Rack, 22 x 72 x 22		9 72	94.44	
Rack, 22 x 72 x 32		4 99 4 .77	151.90	
Rack. 22 x 8 x 80		1000	151.90	
Pack. 22 x 8 x 80		度474 度475	186.22	
track. 42 x 50 x 80		26	112.04	
Rack. 22 x 52 x 50			115.81	
Rack. 22 x 1.5 x 50 t = 1			167.72	
back Negation Storing		1.53	57.54	
Table, Light, 76 x 50 x 3		723	196,82	
Table, Etching, Viewing			17.71	
Table		3.758	20.44	
Table Table, 28 x 84 x 36 Table Light 42 x 50 x 36	Marie Committee	967	20.44 76.52 157.74	
Table Table, 28 x 84 x 36 Table, Light, 42 x 55 x 38		1.967 1.968 1.970 15107	157.74	
Table, Line Up Table, Inking Light Table		L.970	123.52 236.22	
Table, Inking		5107	236.22	Ĺ
Lieby Tects			236.22	
		172	20.44 46.52 157.74 128.52 236.22 236.22	
Light Table				!
- 1.35 洋 7 鎌倉と鳴い 30 編成と ポーシーの名。名。元:ハラン 三洋猫・ 脚注 上部・	중 : : :		# # # # # # # # # # # # # # # # # # # #	

ANNEX C

Description .	æc Pra	- 4	greed Reimburse ent Price
Light Pable Pable	N517		246.91
Light Table	N517		246.91
	N 14		325.64
Table Line Up	N 59 💆		199.82
Table Shelve	No 3.4		67 2.03
Light Table	N636		135.04
Table, 5 x 10 x 3	N636		190.62
Bench, 29 x 80 x 32	N/VIII		206.96
Table, 30 x 56 x 50	N651		169.76
Truck, Gelley	5120		. 5 0. 6 9
Truck, Metal, Strat	3209		22.66
Truck, Metal, Scrap	3.04		22,66
Truck Galley, Transfer	5226.		147,69
Truck, Galley, Transfer	922		147.69
Plate, Rack, 29 x _S x 25	3227		79.20
Form Table, Adjustment	3130	- 1	540.26
Table Plate Penx	2092		334.68
Stone, Imposing, 20 x 24	2208		6,02
Stone, Imposing, 12 x 24		11 1-	6,02
Cleaner Vacuum Tank	2371° 2371° 2374° 2374° 2374° 2410°		135.92
Skid Board, 30 x 76	2.174		169.06
Safe, Receiling Door	237		2,489.08
Table Line Up Table Line Up Table, Shelve Light Table Table, 5 x 10 x 3 Bench, 29 x 80 x 32 Table, 30 x 56 x 50 Truck, Galley Truck, Metal, Scrap Truck, Metal, Scrap Truck, Galley, Transfer Truck, Galley, Transfer Plate, Rack, 29 x _3 x _5 Form Table, Adjustment Table, Plate, Tank Stone, Imposing, 12 x 24 Cleaner Vacuum Tank Skid Board, 30 x 76 Safe, Receding Door Safe, Receding Door	2410		3,390,56
			\$20,450.12
		T o tal	\$161,347.15



Items of equipment that were purchased by Government Printing Office and transferred to Department of State Service Office since date of transfer to Government Printing Office. To be included with items on tabulation Annex "C".

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